CITY of ELGIN

COUNCIL MINUTES FOR JUNE 9, 1998

COUNCILORS PRESENT- Kevin Cooper
John Stover
Berta Churchill (arrived @ 7:20)
Leroy Short
John McElravy
Rick Smith - Mayor
ABSENT- Pat McMullen

Call to Order
The meeting was called to order at 7 pm by Mayor Rick Smith.

Approval of Minutes
The Mayor called for approval of the minutes of the meeting of May 12, 14 and 28, 1998. Councilor Stover moved to approve the minutes of May 12, 14 and 28 as presented, with Councilor Short as second. The vote was unanimous for approval, motion carried.

Supervisors Reports
The Mayor called for the supervisors reports.

Police- Chief Sibley; absent, No report.

Public works- Kyle Boylen; absent, No report.

Library- Sandra Good; absent, written report submitted.

Fire- Chief McDonald reported that the rain has kept the number of fire calls down. He informed the Council that the firemen would be severing breakfast on Saturday morning
Riverfest weekend.

Ambulance- Merle Laci; absent, No report.

Municipal Court- Ralph Howell; absent, No report. Judge Howell was called out of town for a family emergency.

Recorder/Administrator- Joe Garlitz reported that there would be an ODOT information meeting at the Wallowa Senior Center Wednesday evening regarding Highway 82 improvements. He also reported that the City's request for a loan to do a water study did not make the funding cutoff. A grant application has been received for pedestrian and bike paths. The City has previously submitted a grant request to this funding source for a project on 10th Ave. Only one request can be submitted per city. The grant request can be either for a pedestrian way or a bike path. After discussion it was the consensus of the Council to prepare a grant request for bike paths on 10th Ave from Division to Hartford.

Citizens to Speak

Robert Swisher was present to request that the Council consider initiation of the vacation of an undeveloped alley that extends off of 17th running west for about 120' in the block between Division and Alder. After discussion Councilor Stover moved to call for a hearing on the matter of the vacation of the alley as described, with Councilor Cooper as second. The vote was unanimous for approval, motion carried.

Hanley Jenkins of the Union County Planning Department was present to discuss the development of a Highway access/transportation plan for the City. Mr. Jenkins is being funded by a grant from ODOT to facilitate this planning work for the City.

(Councilor Churchill arrived at this time.)

He informed the Council that their first action would be to identify a

Transportation Planning Committee, and suggested several options for forming this body. He also provided a summary of the committee tasks and time-line for completion of these tasks. Mr. Jenkins then presented an overview of the planning program.

Van Plummer was present to request that the Council expedite the construction of a street off the north end of 8th Ave. When considering an alley vacation in that area a year ago, the Council indicated that the street in question would be constructed and the but the alley would not be vacated.

The City did some construction to allow access to Plummer's drive from 8th Ave. Mr. Plummer is now demanding that the street be fully constructed to its north end. After discussion, the Council determined that this street would not be constructed to its terminus at this time. However, representatives of the Council will review Mr. Plummer's needs with him and have him or another party do the necessary construction as approved by the Council representatives, at the City's expense.

Ed Botz submitted a written request to be relieved of a portion of the cost for installation of an 1-1/2" water meter and service tap. Several policy issues are tied to this request.

The first issue is what the City policy is regarding maintenance of the service tap and line from the main to the meter. The City has no clear policy at this time as to who is responsible for the cost of maintenance. The City installs the main-tap, the meter and the line from the main to the meter, charging the property owner for this work. The City also strictly controls any work that is done within the street right-of-way and on the main lines. In the past, if a service line to the meter develops a leak, the City has repaired the line at its expense. However, if a service line becomes restricted, or otherwise has reduced serviceability, the City has limited its contribution to servicing the meter.

After discussion, Councilor Short moved to set a policy wherein the City will bear the cost of maintaining the service lines from the tap to the meter, with Councilor Churchill as second. The vote was unanimous for approval, motion carried.

The second issue regarding this request is what expense does the City bear when installing an "above standard" (3/4") service tap. Mr. Botz is contending that the City should bear the cost of a 3/4" service tap and that he should be responsible for only the incremental increase in the cost of the over-sized service. He maintains that the 3/4" service was defective and that the City was required to repair it.

It was noted that there had been no request to replace the service line until Mr. Botz installed an underground sprinkler system, at which time his service tap could not provide adequate water. It was noted that in the process of installing the over-sized service, it was discovered that the service line to the Botz property was "T-ed" with another service line. This geometry would reduce the normal flow to both properties, at times when they were each using a large amount of water.

After further discussion Councilor Stover moved to set as policy, that the property owner is to bear the full cost of changing any service from a standard 3/4" service tap, and denying Mr. Botz's request for relief, with Councilor McElravy as second. The vote was unanimous for approval, motion carried.

Committee Reports
The Mayor then called for the committee reports.

Administration: Councilors Cooper and Stover, no report.

Public Works: Councilor McMullen and Churchill, no report

Public Safety: Councilors Short and McElravy, no report.

Councilor Stover noted that 10th Ave. is in need of maintenance. 10th Ave has been a problem. In the past, the County has done maintenance on this street because it is an FAS designated road. As such, the City cannot get Small City grants funds for its maintenance. Due to the high volume of rural traffic on this street, it requires maintenance beyond the normal care given to other City streets. Union County will be contacted in this matter.

Councilor Stover also noted that there continues to be a lot of over speed vehicles on 10th. Chief Sibley will be requested to place the speed board on 10th.

Old Business
Grande Ronde Hospital, clinic donation.

A second-hand copy of a draft agreement prepared by GRH was reviewed by the Council. As drafted, this agreement is a 3-way contract between OHSU, GRH and the City. The City will require a review of the contract by its attorney, when a proper draft document is available for review, prior to being signed by the City. It was noted that GRH had clearly stated that the donation of property and equipment to the City was to be without strings, the draft contract presented, however, has "ropes" attached.

Abstract and Title has submitted closing instructions for the transfer of property from GRH to the City. These instructions and the deed will require the Mayor's signature. Councilor Short moved to authorize the Mayor's signature on the closing instructions and other "closing" documents relating to transferring the deed for the clinic to the City, with Councilor Churchill as second. The vote was unanimous for approval, motion carried. It is noted that this motion does not authorize the signing of a contract with Grande Ronde Hospital. GRH scheduled a conference call Thursday morning to discuss the progress.

OHSU School of Nursing lease agreement.

A draft lease for the clinic property and equipment between OHSU and the City was presented. The terms of the lease have been reviewed by the Council and OHSU staff. Councilor Cooper moved to authorize the Mayor's signature on a lease agreement meeting the terms of the draft presented, with Councilor Short as second. The vote was unanimous for approval, motion carried.

White St vacation, Ord. 127

Ordinance 127 was read for the second time by title and placed before the Council for adoption. Councilor Stover moved to adopt Ordinance 127, vacating a portion of White Street, with Councilor Short as second. The vote was unanimous for approval, motion carried.

Solid Waste site burning regulations.

Mr. Garlitz informed the Council that a copy of the Transfer Station permit has been received, and that he has requested a modification to allow burning of "clean" lumber. A request to burn the existing pile has also been made.

New Business
Elgin Lions Club: City co-sponsor Elgin Riverfest; Close off Baltimore June 19-21

The Elgin Lions Club is sponsoring the Riverfest this year. As an affiliate of Lions Club International, the Club has liability insurance coverage. In the past, the City has declared the Riverfest to be a City sponsored event, allowing the City's insurance to cover the event. After discussion, it was agreed that the City should co-sponsor the event in order to protect the City from possible liability. Councilor Coop moved to cosponsor the Elgin Riverfest on June 20 & 21, with Councilor Stover as second. The vote was unanimous for approval, motion carried.

The Lions Club is requesting that the Council approve the closure of Baltimore Street from 10th to 12th, (the portion that is closed during school hours), from Friday evening through Sunday afternoon to accommodate the Riverfest flea-market. Councilor Cooper moved to approve the closure of Baltimore as requested, with Councilor Short as second. The vote was unanimous for approval, motion carried.

Correspondence
Richard Egan re. City/County Insurance and City County Insurance/LOC re. Richard Egan:

Richard Egan has quit CCIS and is contacting all the entities insured by them regarding, what he says, are issues of concern. There are some policy issues that relate to the association between LOC and CCIS. He also expressed concern about the stability of the CCIS insurance pool. Mr. Egan has

subsequently submitted solicitations for membership in a new insurance pool which he is developing.

Art Rhodes was present and explained the relationship of Mr. Egan and CCIS. Mr. Rhodes' opinion is that the CCIS pool is sound. He noted that he is looking at the insurance market to find the best coverages at competitive prices. CCIS is a front runner.

LOC re. Thurston High memorial fund, for information of the Councilors

NEOHA is requesting comments for some unidentified improvements for which they are requesting funding.

Wheatland Insurance has submitted information on the insurance coverage of the Opera House. The issue being the value for which the building is being insured. After discussion, it was the consensus of the Council to continue to insure the building for replacement.

Mark Simmons has responded to the City's inquiry regarding unemployment payments required for part time employees remaining employed by the City.

GTE, after a year, has responded to a request by the City to provide 9-1-1 dispatch capability during phone outage on the trunk to La Grande. They are investigating the matter!?

City of La Grande has responded that they are not able to waive the building permit fee for the City's downtown park restrooms.

Good of the Order

Councilor Cooper moved to approve the bills as submitted, with Councilor Short as second. The vote was unanimous for approval, motion carried.

Mayor Smith recessed the meeting for an executive discussion regarding personnel.
The meeting was reconvened.

After discussion of the Council, it was decided that in order to facilitate communications with department heads and to set priorities and policies, the Council will require each department head to present their work plan for a three month period to the Council. This will be done on a monthly rotating basis. Public Works will be first, making a presentation at the July meeting; Police will make a presentation in August; Administration will make a presentation in September. The process will then be repeated. The Council is requesting that each department head to layout the work that each anticipates completing in the three month period to be considered.

With no further business to come before the Council, Councilor Short moved to adjourn, with Councilor Churchill as second. The vote was unanimous for approval, motion carried.

Minutes respectfully submitted;

Joe Garlitz,
Recorder/Administrator

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